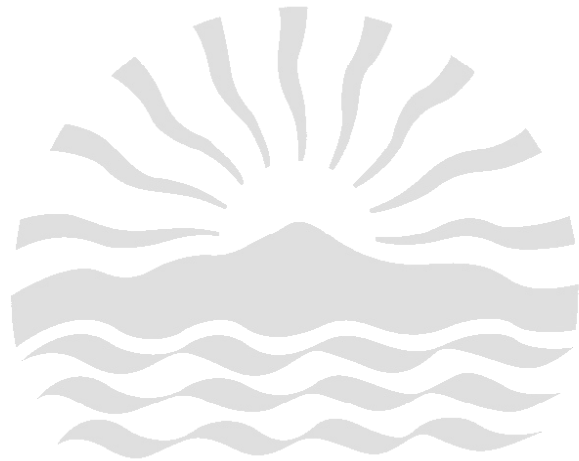


# **INTERNAL SERVICE FUNDS**



CITY OF  
CHULA VISTA

## **INTERNAL SERVICE FUNDS**

Internal Service Funds are used to finance and account for special activities and services performed by a department for other departments in a cost reimbursement basis.

### **Fund 390 – Fleet Management**

City vehicles and equipment are maintained by both City equipment mechanics and by contracts to local vendors for more specialized maintenance work, such as major transmission and air conditioning repairs. Funds are collected on an annual basis through each affected department's operating budget and deposited in a Fleet Management Fund. City vehicles and equipment are replaced according to a number of factors, such as the age of the vehicle, mileage, maintenance history, and major cost avoidance. Funds for replacement are also collected annually from each affected department; with dollar amounts determined by the vehicle's estimated "life" and estimated replacement cost.

### **Fund 395 – Stores Inventory**

This fund accounts for the City's Warehouse and Central Stores operations. The source of revenue is a reimbursement of costs for items purchased by other departments.

### **Fund 393 – Technology Replacement Fund**

In 2001 Council approved a fully funded Technology Replacement Fund in order to accumulate monies on an annual basis for computer equipment replacement in accordance with a reasonable replacement schedule. In addition, as funding allows, staff is also continuing to work toward replacement of outdated office equipment and installing ergonomic workstations. Funds are collected on an annual basis through each affected department's operating budget and deposited in the Technology Replacement Fund. This fund has enabled the City to modernize its technology thus maximizing productivity.

### **Fund 231 – Workers Compensation**

This fund is a depository for contributions made from the General Fund to provide an appropriate reserve to pay insurance claims. The City is self-insured for amounts up to \$250,000 per claim. The amount of the reserve and the required annual transfer is determined by the Director of Finance, based on experience and consultation with the Risk Manager.

# FLEET MGMT INTERNAL SERVICE 390

## EXPENDITURES

	FY 2004 ACTUAL	FY 2005 AMENDED	FY 2006 ADOPTED	FY 2007 ADOPTED
Personnel Services	829,474	1,049,956	1,137,017	1,168,727
Supplies and Services	2,295,927	2,303,883	2,391,822	2,391,822
Other Expenses	1,620,083	900	900	900
Capital	49,873	2,062,758	1,322,563	1,322,563
Transfers Out	47,014	45,446	43,278	42,418
<b>EXPENDITURE TOTALS</b>	<b>\$4,842,371</b>	<b>\$5,462,943</b>	<b>\$4,895,580</b>	<b>\$4,926,430</b>

## REVENUES

	FY 2004 ACTUAL	FY 2005 PROJECTED	FY 2006 ADOPTED	FY 2007 ADOPTED
Use of Money & Property	106,555	0	168,207	168,207
Other Revenue	5,628,649	3,208,359	5,446,843	5,470,396
<b>REVENUE TOTALS</b>	<b>\$5,735,204</b>	<b>\$3,208,359</b>	<b>\$5,615,050</b>	<b>\$5,638,603</b>

## FLEET MANAGEMENT INTERNAL SERVICE

### AUTHORIZED POSITIONS

	FY 2001	FY 2002	FY2003	FY 2004	FY2005	FY2006	FY2007
Fleet Manager	1	1	1	1	1	1	1
Administrative Office Specialist	1	0	0	0	0	0	0
Equipment Maintenance Manager	0	0	0	0	0	1	1
Equipment Mechanic	5	5	5	5	6	5	5
Fire Apparatus Mechanic	1	1	1	1	2	2	2
Fiscal Office Specialist	0	1	1	1	1	1	1
Mechanic Assistant	0	0	0	2	2	2	2
Senior Equipment Maintenance Spvsn	0	1	1	1	1	0	0
Senior Equipment Mechanic	1	1	1	1	1	2	2
<b><i>Total Permanent FTE's</i></b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>12</b>	<b>14</b>	<b>14</b>	<b>14</b>

# STORES INVENTORY FUND 395

## EXPENDITURES

	FY 2004 ACTUAL	FY 2005 AMENDED	FY 2006 ADOPTED	FY 2007 ADOPTED
Other Expenses	151,762	2,978	2,978	2,978
Transfers Out	15,000	15,000	0	0
<b>EXPENDITURE TOTALS</b>	<b>\$166,762</b>	<b>\$17,978</b>	<b>\$2,978</b>	<b>\$2,978</b>

## REVENUES

	FY 2004 ACTUAL	FY 2005 PROJECTED	FY 2006 ADOPTED	FY 2007 ADOPTED
Use of Money & Property	1,312	2,673	1,846	1,846
Other Revenue	155,467	0	0	0
<b>REVENUE TOTALS</b>	<b>\$156,779</b>	<b>\$2,673</b>	<b>\$1,846</b>	<b>\$1,846</b>

# TECHNOLOGY REPLACEMENT FUND 393

## EXPENDITURES

	FY 2004 ACTUAL	FY 2005 AMENDED	FY 2006 ADOPTED	FY 2007 ADOPTED
Capital	306,643	693,770	700,000	700,000
<b>EXPENDITURE TOTALS</b>	<b>\$306,643</b>	<b>\$693,770</b>	<b>\$700,000</b>	<b>\$700,000</b>

## REVENUES

	FY 2004 ACTUAL	FY 2005 PROJECTED	FY 2006 ADOPTED	FY 2007 ADOPTED
Use of Money & Property	42,082	49,684	47,716	47,716
Charges for Services	0	1,831,485	0	0
Other Revenue	539,701	539,700	539,700	539,700
<b>REVENUE TOTALS</b>	<b>\$581,783</b>	<b>\$2,420,869</b>	<b>\$587,416</b>	<b>\$587,416</b>

# WORKERS COMPENSATION FUND 231

## EXPENDITURES

	FY 2004 ACTUAL	FY 2005 AMENDED	FY 2006 ADOPTED	FY 2007 ADOPTED
Supplies and Services	407,804	555,517	735,500	735,500
Other Expenses	2,180,763	3,499,762	2,949,500	2,949,500
<b>EXPENDITURE TOTALS</b>	<b>\$2,588,567</b>	<b>\$4,055,279</b>	<b>\$3,685,000</b>	<b>\$3,685,000</b>

## REVENUES

	FY 2004 ACTUAL	FY 2005 PROJECTED	FY 2006 ADOPTED	FY 2007 ADOPTED
Other Revenue	3,146,883	4,155,279	3,234,642	3,234,642
<b>REVENUE TOTALS</b>	<b>\$3,146,883</b>	<b>\$4,155,279</b>	<b>\$3,234,642</b>	<b>\$3,234,642</b>